

**TO: BSCC Chair and Members**

**DATE: November 13, 2014**

**SUBJECT: Establishment of an Executive Steering Committee  
and Proposed Timeline for Title II Formula  
Block Grant. Requesting Approval.**

**AGENDA ITEM: K**

**ACTION: X  
INFORMATION:**

**RESOURCE PERSON: Shalinee Hunter**

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**Summary:** On behalf of the State Advisory Committee on Juvenile Justice and Delinquency Prevention (SACJJDP), this agenda item recommends the establishment of an Executive Steering Committee (ESC) that will oversee the development of a Request for Proposal (RFP) of Title II Formula Block Grant Funds.

**Background:** The Office of Juvenile Justice and Delinquency Prevention's (OJJDP's) Formula Block Grant program supports State and local efforts in planning, operating, and evaluating projects that seek to prevent at-risk youth from entering the juvenile justice system or intervene with first-time and nonserious offenders to provide services that maximize their chances of leading productive, successful lives. Through an application and planning process, California receives between \$2 to \$4 million annually in Title II Formula Grant funds. The BSCC must award these funds on a competitive basis, using criteria developed by the SACJJDP. Resultant subgrants must be consistent with the purpose and intent of the Juvenile Justice and Delinquency Prevention Act (JJDP), the federal statute that supports states in delinquency prevention and intervention and the enhancement of the effectiveness and efficiency of the juvenile justice system.

The SACJJDP determined through the development of its Comprehensive Three-Year State Plan for 2012-2014 that approximately \$3 million in Title II Formula Grant funds be allocated to activities supporting systems improvement.

#### **ESC Appointments and Composition**

At the October 15, 2014 SACJJDP meeting, SACJJDP members recommended the ESC for this program include a minimum of 12 subject matter experts all with general juvenile justice expertise. The composition will be determined by the Chair in conjunction with BSCC staff and upon Board approval. Additionally, the SACJJDP has recommended Judge Brian Back, Ventura County Presiding Judge, chair the ESC and he has agreed.

#### **RFP Activities and Timeline**

The SACJJDP is also recommending adoption of the timeline outlined below for activities that must be undertaken to administer a competitive RFP process for this grant program.

BSCC ESC approval	November 13, 2014
Convene ESC to develop proposal requirements/evaluation criteria	2 <sup>nd</sup> week of December 2014
Staff to incorporate ESC input	1 <sup>st</sup> week of February
Reconvene ESC to review draft RFP	1 <sup>st</sup> week of February 2015
Present ESC recommendations on RFP to SACJJD (tentative date)	March 18, 2015
Present SACJJD recommendations on RFP to BSCC (tentative date)	April 9, 2015
Issue RFPs to the field (13 week solicitation)	April 10, 2015
Bidder's Conference	Mid-May 2015
Rater Training	2 <sup>nd</sup> week of June 2015
Grant proposals due to BSCC	July 10, 2015
Technical review of proposals by BSCC staff	July 14-16, 2015
Mail proposal packages to raters	Last week in July
Proposal scoring sheets due to BSCC	Mid-August, 2015
Data entry of scores	Last week in August
Data analysis of scores	First week in September
Conduct conference call with ESC members to review/discuss results	September 8, 2015
Present ESC's funding recommendations to SACJJD (tentative date)	September 10, 2015
Present SACJJD's funding recommendations to BSCC (tentative date)	September 17, 2015
Begin contract development process	Mid-September
Grants commence	October 1, 2015
Conduct new grantee briefings	October 8, 2015

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**Recommendation/Action Needed:**

Staff Recommends the Board:

- 1) Approve SACJJD's recommendation to establish an Executive Steering Committee (ESC) for the Title II Formula Block Grant.
- 2) Approve member of the SACJJD Judge Back as Chair of the ESC.
- 3) Authorize staff to consult with the Chair in filling the remaining membership slots.
- 4) Approve the proposed timeline.

Attachments: None